

University of Limerick Students' Union

Bye Law 5: Clubs and Societies

1. Clubs and Societies

- a. The Union shall facilitate the establishment of clubs and societies. For a club or society to be recognised by the Union, the club or society must satisfy the conditions set out in the clubs and societies rulebook.
- b. Executive or Student Council proposals, amendments or decisions relating to the clubs and societies organisation, administration or finance must be presented to Clubs & Societies Council. If Clubs and Societies Council disagree with the proposal, amendment or motion proposed by the Student Council or Executive, the issue shall go to the Board of Directors.
- c. Subject to the provisions of this Bye Law, the Union recognises the autonomy of Clubs and Societies Council in determining clubs and societies policy and coordination of clubs and societies activities under the auspices of the Union.
- d. There shall be an up-to-date Union clubs and societies rulebook, which shall outline clubs and societies council policies, herein referred to as the "Clubs and Societies Rulebook." All clubs and societies shall be bound by the Clubs and Societies Rulebook.
- e. Clubs and Societies Council shall have the right to mandate the Clubs and Societies Executive and the Executive in matters relating to the running of clubs and societies.
- f. There will be a Clubs Officer and a Societies Officer that sit on the Executive and Clubs and Societies Executive and report to both councils. The Clubs and Societies Officers, as members of the Executive will be full voting members and entitled to vote as part of the Executive. Clubs and Societies Officers shall vote in the manner directed by the Clubs & Societies Council in respect of any proposal, amendment or decision relating to the clubs and societies organisation, administration, or finance.
- g. All clubs & societies, Clubs and Societies Council and Clubs and Societies Executive shall be administered in accordance

with the rules and procedures contained within the Clubs and Societies Rulebook and may not be in conflict with the constitution or the Union Bye Laws.

2. Clubs and Societies Council

- a. The Clubs and Societies Council shall consist of the Clubs and Societies Executive, and two committee representatives from each club and society.
- b. The President shall appoint the chairperson of Clubs and Societies Council.
- c. The Clubs and Societies Council shall meet at least three times per Semester.
- d. All Clubs and Societies Council meetings shall be quorate if there is at least 50% of recognised clubs and societies plus one present.
- e. Clubs & Societies Council meetings shall be arranged and run in accordance with the procedures and standing orders contained within the Clubs and Societies Rulebook.

3. Clubs and Societies Executive

- a. Clubs and societies are represented on the Executive by a Clubs Officer and a Societies Officer, respectively, and both officers are elected in accordance with the Clubs and Societies Rulebook.
- b. The President or his/her nominee shall be member on the Clubs and Societies Executive, the rest of the membership of the Clubs & Societies Executive is determined by Clubs & Societies Council and is outlined in the Clubs & Societies Rulebook.
- c. The members of the Clubs and Societies Executive elected by clubs and societies may only be removed by Clubs and Societies Council by the rules outlined in the Clubs & Societies Rulebook.

4. Head of Student Engagement

- a. There shall be a Head of Student Engagement employed by the Union with responsibility for managing the Clubs & Societies Department.
- b. The Head of Student Engagement will manage the department and its staff as necessary to deliver a high level of service to the student Clubs & Societies.

- c. The Head of Student Engagement shall report directly to the General Manager of the Union.

5. Allocation of Clubs & Societies Funds

- a. The undergraduate capitation from University of Limerick to the Union will be split on a percentage of 50/50 between Union operations and Clubs & Societies. It will be subject to review and change if there is a substantial increase or decrease in student numbers that may put unexpected financial pressure on either Union operations or Clubs & Societies. Student Life will always endeavour to lobby University of Limerick for an increase on the capitation rate from current rate of €100 per student, to match the organisations growth.
- b. All recognised clubs and societies shall compete on an equal basis for funds allocated by the Union. All money not claimed by individual clubs and societies shall be reallocated to clubs and societies in the following year's budget.
- c. Recognised clubs and societies shall submit budgets to the Clubs and Societies Department using the established procedures as agreed by the Clubs and Societies Council and outlined in the Clubs & Societies Rulebook.
- d. The Clubs and Societies Executive shall allocate funds to every club and society using the established procedures as agreed by the Clubs and Societies Council and outlined in the Clubs & Societies Rulebook.
- e. A portion of the annual clubs and societies funds shall be retained as the Special Applications Fund. Applications to this fund shall be submitted to the Clubs and Societies Department, as appropriate, in accordance with the Clubs and Societies Rulebook. Allocations shall be made at the discretion of the Clubs and Societies Executive using the established procedures as agreed by the Clubs and Societies Council.
- f. A portion of the annual clubs and societies funds shall be retained for staffing and administration purposes, to support the Clubs and Societies Department.
- g. The President shall present the annual budget for the following Academic Year to Clubs and Societies Council during the spring Semester. This budget shall include administration costs, proposed total budgets for clubs and societies and proposed total special applications fund.